(A Sino-foreign joint stock limited company incorporated in the People's Republic of China with limited liability)

Stock Code 568

Dear Non-registered Shareholder,

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to the amended Rules Governing the Listing of Securities **Listing Rules** ; - I 0 3 4 ; - I effective , J I I I I I I I **Corporate Communications**[1] electronically. Please note that all future Corporate Communications will be available electronically on the website of the Company at http://www.molonggroup.com and the website of the Stock Exchange at www.hkexnews.hk **Website Version** I J You can access both the English and Chinese versions of Corporate Communications on the website of the Company at http:// www.molonggroup.com and the website of the Stock Exchange at www.hkexnews.hk.

The Company will not send a notice of publication of the website version of Corporate Communications to you. The Shareholders are encouraged to proactively monitor the availability of all future Corporate Communications on the websites and access the Website Version of Corporate Communications by yourselves.

We encourage you to access Corporate Communications of the Company in electronic form on the I website**.** If you wish to receive hard copies of all future Corporate Communications I I : . I 0 I I 0 3 **Share Registrar** 1 ; 4 I . . I - I . I 0 I : I 0 3 I I - ecom@hk.tricorglobal.com. The Company will, upon receipt of reasonable request in writing, send future Corporate Communications to you in printed form free of charge. Please note that the hardcopy request will be valid until expiry on 31 December 2025 unless being revoked or superseded (whichever is earlier). Further request in writing will be required if a non-registered shareholder prefers to continue receiving hard copies of future Corporate Communications.

Should you have any queries relating to any of the above matters, please call the ; I : I telephone hotline at (852)2980 1333 during business hours from 9:00 a.m. to 6:00 p.m. Monday to Friday, excluding public holidays or send an email to 568-ecom@hk.tricorglobal.com.

Yours faithfully,
Shandong Molong Petroleum Machinery Company Limited
Han Gao Gui
Chairman

5 July 2024

Note:

1. *"Corporate Communications" (as defined under Rule 1.01 of the Listing Rules) refer to any document issued or to be issued by the Company for the information or action of holders of any of the Company's securities, including but not limited to: (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; and (e) a circular.*

2. "Non-registered Shareholder" refers to (i) such person or company whose listed securities are held in Central Clearing and Settlement System; and (ii) who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications.

2023 12 31

http://www.molonggroup.com www.hkexnews.hk

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Non-registered Shareholder s information (English name and Address):

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REQUEST FORM

To: **Shandong Molong Petroleum Machinery Company Limited***
(Stock Code: 568) ( ) (568 ( )
c/o Tricor Investor Services Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong
16
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REMINDER

As a non-registered shareholder, in support of electronic communication by email, the Company recommends its non-registered shareholders to provide their functional email addresses to the bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which their shares are held (the

I/We would like to receive the future Corporate Communications(1) in printed copy of the Company.
(1)

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to receive the printed English version of the above documents ONLY; OR

to receive the printed Chinese version of the above documents ONLY; OR

to receive both the printed English and Chinese versions of the above documents.

Signature: _____ Date: _____

Name: _____ Contact Phone Number: _____
English

in block letters

Postal Address:

: _____

Notes

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applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; and (e) a circular.
(a) (b)
(c) (d) (e)

2. By completing and returning this Request Form to request for the printed copy of the future Corporate Communications and Actionable Corporate Communications, you have expressly indicated that you prefer to receive all future Corporate Communications and Actionable Corporate Communications of the Company in printed copy.

3. This request will be valid unless being revoked or superseded or until expired on 31 December 2025 (whichever is earlier). Further request in writing will be required if Shareholder prefers to continue receiving printed copy of future Corporate Communications.
2025 12 31

PERSONAL INFORMATION COLLECTION STATEMENT

8 I , I I in this statement has the same meaning as I I I in the Personal Data (Privacy) Ordinance, Cap. 486 **PDPO** may include but not limited to your name, contact telephone number, email address and mailing address.
Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes.
You have the right to request access to and/or to correct the respective Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing by either of the following means:
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By mail to: Data Privacy Officer
Tricor Investor Services Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong
By email to: is-enquiries@vistra.com